

First Unitarian Society of Plainfield
aka First Unitarian of New Jersey
Board of Trustees Meeting Minutes

October 13, 2019- 5:00PM - Held at Fanwood Presbyterian Church, Fanwood, NJ

Board Members in Attendance:

Melissa Logan- President
Mike Sutterlin- Secretary
Kim Mitchell- Trustees
Sarah Muller-Robbins- Trustee

Board Members Absent:

Chris Baglieri- Vice President
Gwen Zucker- Trustee
Denise Soppas- Trustee

Minister- Reverend Ann Marie Alderman

Check In by those present

Chalice Lighting- Ann Marie

Reading of Board Covenant

Meeting with Pat Infante, CER Representative.

39 Congregations in her area.

UUA Leader Lab with 12 training modules for Board Members can be accessed through UUA website. Build a Better Board is topic. Starts Thursday, October 17th.

Meeting Agenda

Motion to Approve: Mike
Seconded by: Kim
All Approved

Consent Agenda

President's Report, Minister's Report, 9-8-19 Meeting Minutes
Motion to Approve: Melissa
Seconded by: Mike
All Approved

Action Items from September were Reviewed

New and old items remaining to be completed are listed in Action items at end of minutes

Finance Report

Ann Marie reviewed the September 2019 reports
Motion to Accept: Melissa
Seconded: Chris
All Approved

Motion by Mike to subtract additional \$328.89 of closing costs (final trash removal expenses) for building from \$1,567.26 over payment from endowment fund to operating fund. The operating fund will then send a check to Endowment fund in the amount of \$1,238.37

Seconded: Melissa

All Approved

Motion by Melissa to remove the rental security deposit amount of 749.40 from the financial.

Seconded by Sarah

All Approved

Fanwood Presbyterian Requests

Motion by Melissa to increase rent by \$300 per month effective November 2019. The rent increase is to help offset expenses by Fanwood Presbyterian for carpet being replaced in the rooms that we are renting and the new projector on the ceiling. Timeline of 6 months or less for installation of carpet will be requested.

Seconded by Mike

All Approved

Stewardship Campaign

Melissa and Sarah will co-lead the Stewardship Campaign

Second Hour Programming

1st Sunday – Social Event

2nd Sunday – Board Meeting

3rd Sunday – Small Group Ministry

4th Sunday – Split between Grief and Parenting Groups

Parenting Group

Sarah and Chris will work on developing program for a 4th Sunday event

November Share the Plate

Motion by Melissa to have Social Justice Matters, Inc receive November Share the Plate

Seconded by Kim

All Approved

Board Minute at Each Service

Board members to alternate doing Board minute with announcements at each service:

November 3 - Mike

November 10 - Kim

November 17 - Melissa

November 24 - Sarah

Next Board Meeting: November 10, 2019, Kim will do Chalice Lighting

Action Items from Meeting

1. Chris / Sarah to organize Parents Group session.
2. Mike to send minutes to Endowment Committee regarding overpayment

Meeting Adjourned at 6:15PM

Prepared By: Mike Sutterlin